

To: Rhode Island Renewable Energy Fund Advisory Board
From: Nancy Selman
Date: February 6, 2004
Re: Meeting Minutes for January 13, 2004

Next meeting dates: Second Tuesday of every month. For 2004: 2/10, 3/9, 4/13, 5/11, 6/8, 7/13, 8/10, 9/14, 10/12, 11/9, 12/14

In attendance: See attached Attendance List.

- 1) Update and Minutes - December Advisory Board meeting minutes were approved with the following changes:
 - a) Minutes:
 - i) Item 10 - Letter to NSTAR – add that Narragansett was not in favor of sending the letter.
 - ii) Item 13 - Smartpower – define b to b and b to c.
 - b) Update:
 - i) URI – the Fund should not subsidize wind energy for URI to below current electricity costs.
 - ii) Community Energy – half of \$125,000 is \$62,500.
 - iii) RECA RFP – add couple of sentences about suppliers would not be eligible for second subsidy
 - iv) Notification – 5 customers
 - v) Smartpower – questions came up – will be discussed below.
- 2) Gordon Research – Want the grant to be paid in 3 installments (besides the 10 percent holdback) because they are constructing the system in segments to lower the amount of cash outlay at any one time.
- 3) Save the Bay –
 - a) Advisory Board approved a grant for \$147,226 for a 20 kW system at the new Fields Point facility. The Heliotronics data monitoring system will be included in the Solar on Schools data monitoring RFP.
- 4) Legislative Update and Budget –
 - a) Estimated expenditures for first half of 2004 are approximately \$1.4 million
 - b) Expenditures from Jan to Jun 2003 were \$685,000.
 - c) Expenditures from Jun to Dec 2003 approximately \$475,000 (needs verifying).
 - d) Update and plans are being prepared for the legislature.
- 5) Berkshire Update
 - a) Permits have been received
 - b) Have sold RECs to MA Fund and others, have sold energy (PPAs)
 - c) Are waiting for PTC to be extended by Congress before the project can move forward into the construction phase.
- 6) Think Energy – A proposed work plan for Think Energy's outreach to C&I electricity users in the State was presented. A number of suggestions were made by the Advisory Board:
 - a) Workshop agenda – ask existing RECA members for their input on developing the agenda
 - b) Survey the current RECA members to find out what is needed, what worked, what can be done differently to get users to purchase renewable energy products
 - c) Provide some up front money to help university challenge program – make the funding available to faculty who would be involved
 - d) Need to target CEOs and controllers, Tech RI will help by providing some input on how to get the right people there
 - e) Get an ESCO to sit down with companies and talk about what can be done through a shared savings arrangement.
 - f) Get people who have purchased green power products talk about it
 - g) Need to be careful about timing of workshop: wait until there is something to announce in terms of a new installment of a system or a green power purchase
 - h) An additional travel budget for the workshop was discussed in order to get speakers who can deliver high quality content
- 7) CESA – The Advisory Board approved \$10,000 for the Public Fuel Cell Alliance dues. However, the Fund would like to see the proposed activity which involves Standby and Related Utility Rates put higher in priority list. (This was relayed to Lew Milford of CESA.)

- 8) Solar on Schools RFP – A recommendation was made by a subcommittee to issue an RFP for data monitoring systems in conjunction with the MA Renewable Trust Fund. Chris Warfel of Entech Engineering will draft the monitoring RFP.
- 9) Community Energy Proposal under the Large Customer Program – The Advisory Board voted to approve the counterproposal recommended by the subcommittee. The recommendation is outlined in a Powerpoint presentation by Bob Grace and attached to these minutes.
- 10) Earth Day – The Advisory Board approved a grant of \$3500 to the Earth Day Committee.
- 11) Website – The Advisory Board approved the payment of \$4032 to a RISEO contractor for website development; the final product should be ready in 90 days.
- 12) Confidentiality – Advisory Board and consultants were asked to sign a confidentiality agreement. The form of agreement was provided with the January Update. The Guidelines have been changed to reflect the confidentiality language.
- 13) Davies Vocational School and other Votech Schools –
 - a) Chris Warfel will send letters to 8 vocational schools asking for interest in having PV systems (similar to Solar on Schools). The schools will be required to work the PV system into the formal curriculum. Chris will research curriculum. Will target 4 of the 8 schools initially to get experience with program.
 - b) Electrician Training Course - Entech will develop a proposal to have a training class for electrical contractors to be initiated at Davies.
- 14) Audubon Society – The Advisory Board approved an amount not to exceed \$65,401 (the amount of the higher of the two bids) for the PV installation. In addition, Audubon, because of the very high outreach value of this project, may submit a request for additional grant funding for a display once they have a conceptual design and cost.
- 15) Smartpower – The Advisory Board approved \$175,000 for an approximately 10-month contract with Smartpower (through November 15) as outlined in a written proposal from Smartpower. Additional requirements of Smartpower will include:
 - a) Progress reports; keep closely involved in the development, set up subcommittee for any review issues (Kate Canada volunteered).
 - b) Payments will be made in 4 installments rather than 2, Smartpower must submit a report with each payment request.

Decisions

- 1) Gordon Research Conferences will invoice for their grant in 3 installments. The 10% holdback will remain in place as previously decided.
- 2) Advisory Board approved a grant for \$147,226 for a 20 kW system at the new Save the Bay Fields Point facility. Data monitoring will be funded separately and part of the Solar on Schools RFP.
- 3) The Advisory Board approved \$10,000 for the CESA Public Fuel Cell Alliance (PFCA) dues.
- 4) The Advisory Board voted to approve the Community Energy Large Customer counterproposal recommended by the subcommittee.
- 5) The Advisory Board approved a grant of \$3500 to the Earth Day Committee.
- 6) The Advisory Board approved the payment of \$4032 to a RISEO contractor for website development.
- 7) Chris Warfel was instructed to send letters to the 8 votech schools in the State to determine their interest in having a PV system and to draft a proposal for the development of a PV training course for electricians at Davies Votech.
- 8) The Advisory Board approved an amount not to exceed \$65,401 for the PV installation at the Audubon Environmental Education Center in Bristol. Educational display will be funded separately.
- 9) The Advisory Board approved \$175,000 for an approximately 10-month contract with Smartpower. Smartpower will be paid in 4 installments and will have reporting requirements.

Actions/Followup

- 1) Provide a letter informing Save the Bay of the grant for \$147,226 for a 20 kW system at the new Fields Point facility. Include Save the Bay in the Solar on Schools data monitoring RFP.
- 2) Send in MOU signature for the CESA Public Fuel Cell Alliance and inform Lew Milford of RI's priority for the Backup Rate activity; process invoice.
- 3) Provide Community Energy with a letter explaining the Fund's Large Customer counterproposal.
- 4) Send letter to website contractor informing them of \$4032 contract for website development.

- 5) Chris Warfel was instructed to send letters to the 8 votech schools in the State to determine their interest in having a PV system and to draft a proposal for the development of a PV training course for electricians at Davies Votech.
- 6) Draft letter to Audubon informing them that the Advisory Board approved an amount not to exceed \$65,401 for the PV installation at the Audubon Environmental Education Center in Bristol. Instruct Audubon to provide a proposal for educational display.
- 7) Inform Smartpower of the approval of their proposal and the modifications to billing and reporting requirements.

Attendance
January 13, 2003

- 1) Buck, Roger
- 2) Canada, Kate
- 3) Condon, Pat
- 4) D'Ovidio, Christopher
- 5) Grace, Bob
- 6) Hartley, Doug
- 7) Jacobson, David
- 8) Keller, Janet
- 9) Lueker, Bill
- 10) McClanaghan
- 11) Rose, Vin
- 12) Selman, Nancy
- 13) Stearns, Dave
- 14) Stephens, Erich
- 15) Teichert, Kurt
- 16) Warfel, Christopher